

This announcement must be posted on unit bulletin boards until the day following the closing date

TECHNICIAN VACANCY ANNOUNCEMENT

Pennsylvania Army and Air National Guard

Announcement
Number
321-05

APPLICATIONS MUST BE FORWARDED TO: PENNSYLVANIA NATIONAL GUARD Dept of Military & Veterans Affairs ATTN: TAGPA-HRO-ST Annville, Pennsylvania 17003-5002 Comm: 717-861-8108/8340 DSN: 491-8108/8340 Comm FAX: 717-861-8216 DSN FAX: 491-8216 TECHNICIAN VACANCIES 1-800-TECH-AGR APPLICATIONS MUST BE RECEIVED BY: 10 November 2005 IN ORDER TO RECEIVE CONSIDERATION		OPENING DATE 27 Oct 05	CLOSING DATE 10 Nov 05
POSITION TITLE, PDCN, GRADE, & SALARY RANGE FLIGHT SERVICES MANAGER 80311000 GS-2150-11 \$52,780.00 – \$68,615.00 ACCESSIONING WILL NOT OCCUR UNTIL INCUMBENT VACATES			
POSITION LOCATION Pennsylvania Air National Guard 111 th Fighter Wing 1151 Fairchild Street Willow Grove ARS, Pennsylvania 19090-5300		APPOINTMENT STATUS <input type="checkbox"/> Officer <input checked="" type="checkbox"/> Excepted (Dual Status) <input type="checkbox"/> Warrant Officer <input type="checkbox"/> Competitive (Non-Dual Status) <input checked="" type="checkbox"/> Enlisted	
AREAS OF CONSIDERATION Qualified <i>permanent</i> technicians currently employed by the Pennsylvania Air National Guard assigned to the 111 th Fighter Wing, Willow Grove ARS, Pennsylvania. CONCURRENT CONSIDERATION: None.			
<input type="checkbox"/> DEVELOPMENTAL POSITION If appointment is made below the target grade, non-competitive promotion action may be taken after certification by the supervisor that the trainee has adequately mastered the next higher level and that mandatory qualifications have been fulfilled.			
<input type="checkbox"/> PRE-EMPLOYMENT / BASELINE PHYSICAL SCREENING N/A Individual(s) nominated must successfully complete either a pre-employment physical or baseline initial employment physical examination in accordance with 5 CFR, Part 339 and Technician Personnel Regulation (TPR) 335.			
SELECTIVE PLACEMENT FACTORS / POSITION SENSITIVITY Must possess or qualify for APPROPRIATE security clearance for the position.			
REPromOTION CONSIDERATION (Applies to <u>technician</u> applicants only.) Technicians who have been demoted from this or a higher grade previously held in the same occupational series without personal cause and who are not in a grade retention status will be given consideration for repromotion. Technicians who believe they are entitled to such consideration should forward a description of the circumstances with their application. Technicians eligible for repromotion will be considered prior to using competitive promotion procedures, except when another technician has a statutory or regulatory right to be placed in or considered for the position.			
NATIONAL GUARD MEMBERSHIP STATUS Employment in this position requires concurrent military assignment to a compatible military position in the Pennsylvania AIR National Guard in one of the following military occupational specialty (MOS) codes or Air Force specialty codes (AFSC): ENLISTED: AFSC 1C0X1 EMPLOYMENT IN THIS POSITION ALSO REQUIRES MEETING CONDITIONS OF EMPLOYMENT OUTLINED IN NGB TPR 300 (302.7).			
APPLICATION PROCEDURES Individuals who meet the basic qualification requirements may apply by submission of a completed, originally signed and currently dated OF 612 (Optional Application for Federal Employment) or a RESUME . Pamphlet OF 510 (Applying for a Federal Job) may be used as a guideline. In addition, a HRO FM 6 (Military Service Background) is required by every applicant. Applicants who are not in a full-time unit support status (i.e. technician or AGR) must also submit a SF 181 (Race/National Origin Identification) with their application. All forms are available at National Guard installations, from the Human Resources Office (HRO), and online. Completed applications must be forwarded to the HRO address indicated above. A separate application is required for each announcement for which you are applying. Do not attach position descriptions (PD's). Applications received after the closing date specified above will not be considered. AGR application forms (HRO FM 55 / NGB 34-1) will not be accepted when applying for technician announcements.			

The Pennsylvania National Guard is an Equal Opportunity Affirmative Action Employer

BRIEF DESCRIPTION OF DUTIES

Administers, plans, coordinates, and directs the activities of personnel performing flight services/airfield management support duties. Plans, organizes, and coordinates airfield management activities during and after airfield operating hours. Develops/manages base flight line driving program to include training, certification, and remedial action when required. Directs the Operations Resource and Flight Management activities and oversees the custodial control/accountability for the AFORMS system. Serves as Operations Directorate's Resource Advisor (RA). When designated as the wing SORTS manager, collects and analyzes all available SORTS data to ensure accuracy of wing report. Coordinates air operations functions with air route traffic control center; control tower; aircraft maintenance; crash/rescue; transient alert; command section. Reviews flight schedules, flight plans, local aircraft clearances, statistical mission data, and NOTAM files to ensure accuracy, completeness, and conformance with directives. Supervises the procurement and maintenance of a complete stock level of publications, charts, maps, forms, office supplies, stereo flight plans, and other supplies and equipment required in the operation of the Branch. Performs other duties as assigned.

EVALUATION FACTORS

A. Candidates will be evaluated on the basis of appropriate education, experience, training, self-development activities, and special awards. Candidates are considered on the basis of available information on their current application and supporting information which has been provided to this office. To insure full consideration, applicants are urged to submit information about their training, self-development, outside experience, activities, and awards. National Guard military (part-time) service is considered as full-time experience when evaluated against the qualification requirements for a technician position. The applicant is credited with the actual number of months the member has been in the National Guard.

B. Ineligible / not qualified applicants will be notified by letter from the HRO.

QUALIFICATIONS – GENERALIZED EXPERIENCE

Experience, education, and/or training which provided the candidate with a good understanding of administrative methods for accomplishing the work of an organization. This experience must have demonstrated a familiarity with Federal, State, and municipal regulations governing the use of transportation vehicles; and the maintenance of inventories and cost computations.

QUALIFICATIONS – SPECIALIZED EXPERIENCE

Application must indicate **36 months** of experience and/or training which demonstrate knowledge, skills, and abilities in areas directly related to the position.

KNOWLEDGE, SKILLS, AND ABILITIES (KSA's)

1. Knowledge of performance characteristics, capabilities, and limitations of unit aircraft; USAF and federal flying regulations; communication procedures; and other air operations.
2. Knowledge of maintenance and safety issues as they relate to airfield management.
3. Knowledge and ability to develop, administer, and monitor the flight line drivers program.
4. Ability to direct the work of others.

DUAL ANNOUNCED WITH AGR ANNOUNCEMENT #2005-34

FOR ALL EMPLOYEES AND APPLICANTS FOR EMPLOYMENT. CONSIDERATION FOR PLACEMENT AND EVALUATION OF QUALIFICATIONS WILL BE MADE ON A FAIR AND EQUITABLE BASIS WITHOUT REGARD TO POLITICAL AFFILIATION, RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, MARITAL STATUS, OR AGE, AND WITH PROPER REGARD FOR THEIR PRIVACY AND CONSTITUTIONAL RIGHTS. ALL QUALIFIED APPLICANTS ARE ENCOURAGED TO APPLY.